**IPI PERSON SPECIFICATION**

**Post:** Highway Technician (G) **Post No:** POST019149

**Department:** Highways & Public Protection **Division:** Transportation & Highways . Infrastructure

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| Personal Attributes Required  (considerations) | Essential (E)  Or  Desirable (D) | Method of Assessment  (suggested) |
| **QUALIFICATIONS/TRAINING**  Degree in appropriate Enginering discipline  A recognised based professional qualification with proven experience in appropriate Engineering discipline | (D)  (E) | AF/C |
| EXPERIENCE  Experience in the field of highway maintenance including surveying and use of Geographic Information System (GIS) equipment & software  Experience of working within a Highways Management/Local Authority environment  Experience of being accountable for and accounting for budgets through the use of computerised systems and management reporting.  Experience of highways maintenance contract supervision eg Highways Maintenance, Horticultural Grounds Maintenance, Weedspray, Highway Drainage, Pavement Crossings…etc | (D)  (D)  (D)  (D) | AF/I |
| **KNOWLEDGE/SKILLS/APTITUDES**  **Knowledge**  The job requires theoretical plus practical and procedural knowledge across the specialist area of Highways Maintenance Management.  The job requires knowledge and skills in the use of GIS equipment & software.  Knowledge of highway maintenance defect data collection procedures.  Knowledge of the New Roads and Street Works Act 1991, Highways Act 1980,and Chapter 8 of the Traffic Signs Manual. | (E)  (E)  (E)  (E) | AF/I |
| **Skills**  The job requires analytical and judgemental or creative and developmental skills to analyse and interpret complex information or situations and to produce solutions or strategies over the medium term.  Maintain and update a current and credible knowledge of chemical and potentially hazardous materials that may be used on the highway.  Maintain and update a maintenance records in to the appropriate asset management systems where required.  Assess contractor performance and contract compliance and prepare progress reports on performance and maintain site diaries.  Represent the Authority in Court proceedings as required.  The job involves exercising training or motivational skills in relation to other staff: or exchanging orally and in writing varied information with a range of audiences.  The job involves considerable direct responsibility for physical resources. The work involves handling and processing of manual or computerised information, where considerable demand for accuracy, confidentiality and security are important, day-to-day defect maintenance ordering.  Ensure that contractors working on behalf of the Authoirty do so in a manner which does not present any significant risks to health and safety of themselves and/or others and is in compliance with health and safety legislation.  The work requires dexterity, co-ordination or sensory skills, where there is considerable demand for both precision and speed in the use of these skills. | (E)  (D)  (E)  (E)  (E)  (E)  (E)  (E)  (E) | AF/I |
| **Aptitudes**  The job involves working within recognised procedures, which leaves some room for initiative. The work may involve responding independently to unexpected problems and situations. The job holder generally has access to a Supervisor/ Manager for advice and guidance on unusual or difficult problems.  The job generally requires awareness and sensory attention with medium periods of concentrated mental attention.  The job requires self management of some work related pressure, for example from deadlines,interruptions or conflicting demands on the post holder. | (E)  (E)  (E) | AF/I |
| SPECIAL REQUIREMENTS  The post holder may be asked to attend meetings outside of normal working hours  The post holder will be required to participate in the emergency plan and to work within a matrix management environment.  The post holder will be required to self manage a considerable exposure to disagreeable and unpleasant environmental working conditions or customer related behaviour.  The postholder will be required to undertake some ongoing physical effort (for example regular walking whilst surveying for long periods)  The post holder must be able to travel independently over a wide geographical area and possess a full UK current driving licence.  . | (E)  (E)  (E)  (E)  (E) | AF/I |

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| AF | = Application Form |
| C | = Certificate |
| I | = Interview |
| T | = Test |
| P | = Presentation |